

How to Register with the New MFA System

Revised 5/19/2021



1. Create an Account
2. Email Verification
3. Multi-Factor Authentication
4. Identity Verification

ATTENTION:

- Registration will take 20-30 minutes and must be completed in one sitting
- Firefox, Internet Explorer or Safari are the preferred browsers
- Delete all cookies and cache, if problems are experienced
- Your email will be your new username

When you are ready to log back in to apply for unemployment benefits go to [GetKansasBenefits.gov](https://www.getkansasbenefits.gov) and click on **Login/Register**. You will be navigated to the benefit login page. Click **Login**.

The screenshot shows the top navigation bar with links: Unemployment, Employers, Workers Compensation, Labor Relations, Industrial Safety and Health, Workplace Laws, and Overpayments. Below this is an orange banner with the text: "ATTENTION: For updates regarding the American Rescue Plan Act of 2021 (ARP), click [here](#)." The main header area features a large image of the Kansas State Capitol with the text "Welcome to Get Kansas Benefits". Below the header, there are two main sections: "Log in / Register" and "Benefits Calculator". The "Log in / Register" section has a button labeled "Log in / Register" and a link to "File an application or a weekly claim". Below this is a section for "PUA" (Pandemic Unemployment Assistance) with a link to "Apply for Pandemic Unemployment Assistance". The "Benefits Calculator" section has a form to calculate benefits, with fields for "When will you file for Unemployment Benefits?" (May 2021) and "Enter the amount you earned before taxes were deducted for the following periods:" (Jan - Mar 2020, Apr - Jun 2020, Jul - Sep 2020, Oct - Dec 2020).

| Benefits Login

Note: Login and registration are required for utilizing the online unemployment insurance benefits system. You may use this service to file an initial claim, continue an existing claim or check the status of an existing unemployment insurance claim. Please also note the KDOL Benefits site has been updated for security enhancements and review the [step-by-step guide](#) before creating an account.



Login

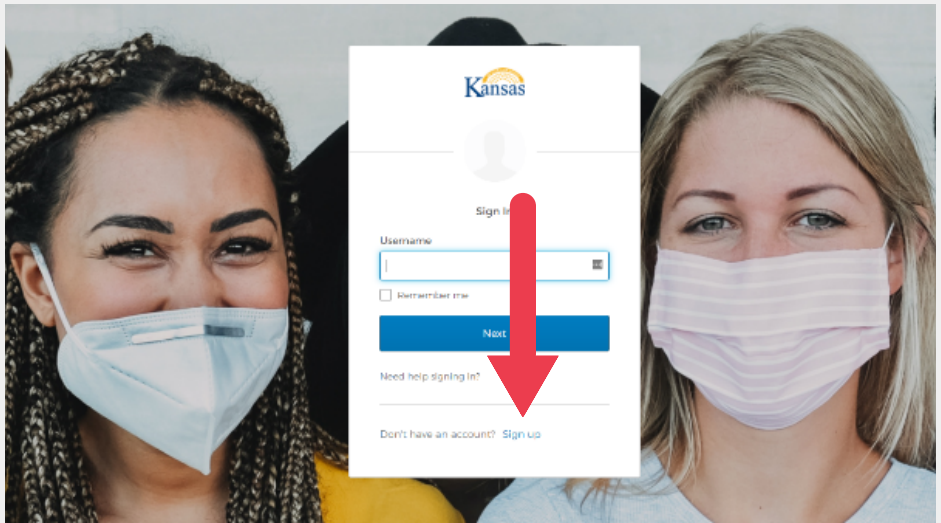
MFA System Hours of Service:

Sunday from noon to Monday at 9:15 p.m.
Tuesday through Friday from 7 a.m. to 9:15 p.m.
Saturday from 7 a.m. to Sunday at 5 a.m.

Sign up

You will be directed to the MFA login page. The first time you enter here, you need to set up your account. You will need to click **Don't have an account? Sign up.**

Once registration is complete, you will log into your benefits account using this login screen.



1 Create Account



Items in **red** cannot be changed once submitted, so it is critical you enter these correctly and remember what you entered.

You will be prompted to Create Account. Please fill in the following information:

- **Email** – is required to create your account. Please note each account requires a unique email address.
- Password
 - At least 8 characters
 - At least 1 number
 - At least 1 symbol
 - At least 1 lowercase letter
 - At least 1 uppercase letter
 - Does not contain part of username
 - Does not contain “First name”
 - Does not contain “Last name”
- First name (required to use your legal first name)
- Last name
- Middle initial (optional)
- Display name (options, if they have a preferred name)
- Primary phone
- Street address
- City
- State
- Zip code
- **Social Security Number** (9 Digits)
- **Date of Birth** (mm/dd/yyyy)
- **Security Word**
- **PIN Number** – Create a 4-digit number. It cannot be all 0's or 9's

Create Account

Email *

Password *

First name *

Last name *

Middle Initial

Display name

Primary phone *

Street address *

City *

State *

Zip code *

Social Security Number(9 Digits) *

Date of Birth(mm/dd/yyyy) *

~~Mothers Maiden Name~~ **Security Word**

Pin Number *

* indicates required field

Register

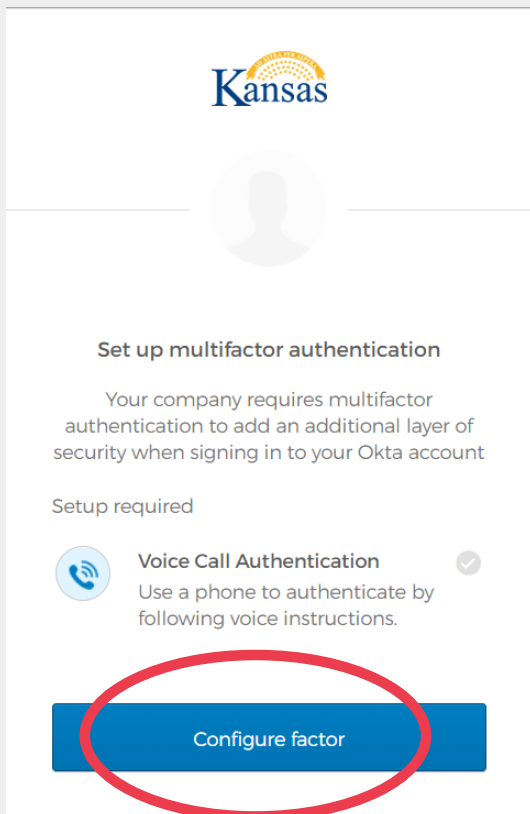
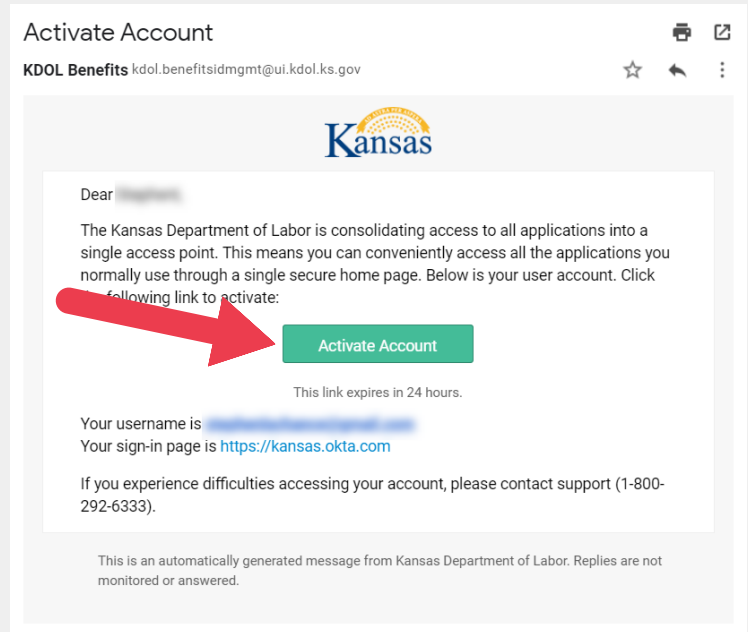
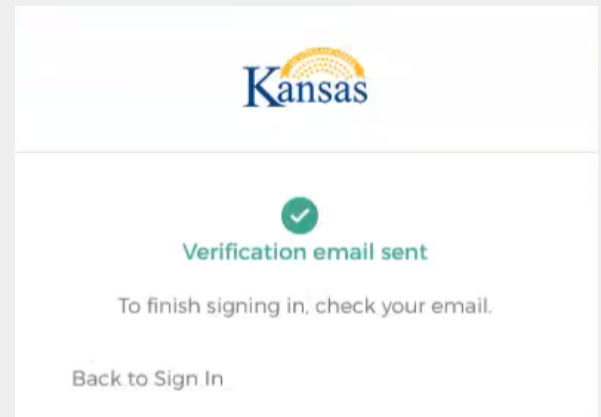
2 Email Verification

After you register, a **Verification email** will be sent to your registered email address. The email will be from **KDOL Benefits**. Click once on the **Activate Account** button in the email.

Two actions will render the link expired.
DO NOT:

1. Click the button more than once.
2. Forward the email.

If you do not receive an email within the next five minutes, please check your spam folder.



3 Multi-Factor Authentication (MFA)

You will have to set up a multi-factor authentication (MFA). This adds an additional layer of security to your account and requires you to enter a code, received via phone call, email or text for verification. MFA protects you from fraudsters and identity thieves who may try to access your account and personal data.

After you activate your account, you will be prompted to configure at least one authentication factor.

Click the blue **Configure Factor** button.

Multi-Factor Authentication

(MFA) Cont.

- Select your MFA preferences

Email (required)

Having just verified email as part of the account activation process, simply click the **Send me the code** button, then check email for the code and enter it the same way as above.

Voice Call (optional)

- Enter preferred phone number to receive voice calls (mobile phone recommended)
- Click the blue **Call** button
- Wait for the system to call the phone number entered with an audible "voiced" code
- Answer the call
- Enter the code provided over the call to confirm
- Click the blue **Verify** button

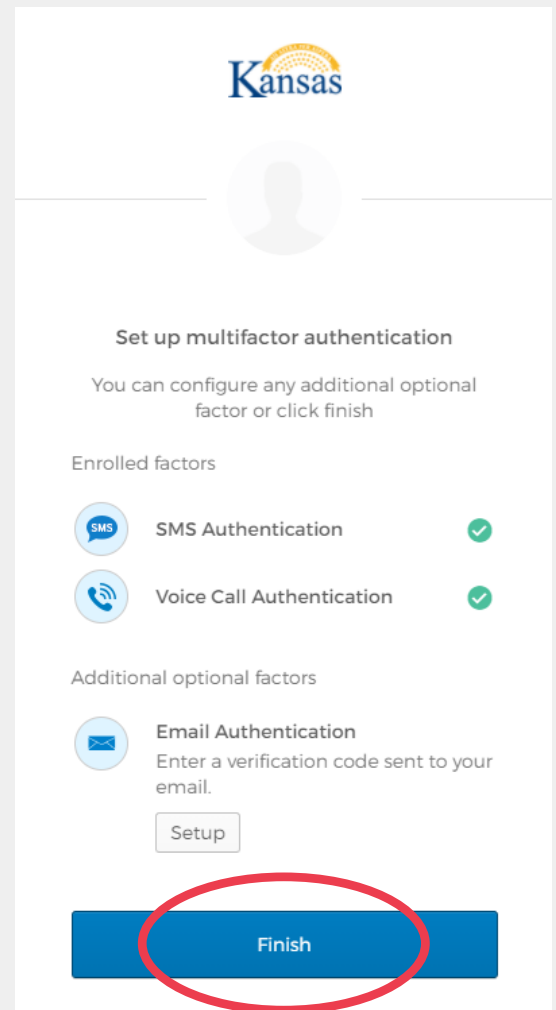
SMS (optional)

- Enter mobile phone number
- Click the blue **Send** code button
- Wait for the system to send an SMS text message to the mobile phone number entered
- Enter the code provided to confirm
- Click the blue **Verify** button

Security Image

You can skip entering your phone number if you choose.

Scroll down and select a security image. Then click **Create My Account**.



Kansas

Set up multifactor authentication

You can configure any additional optional factor or click finish

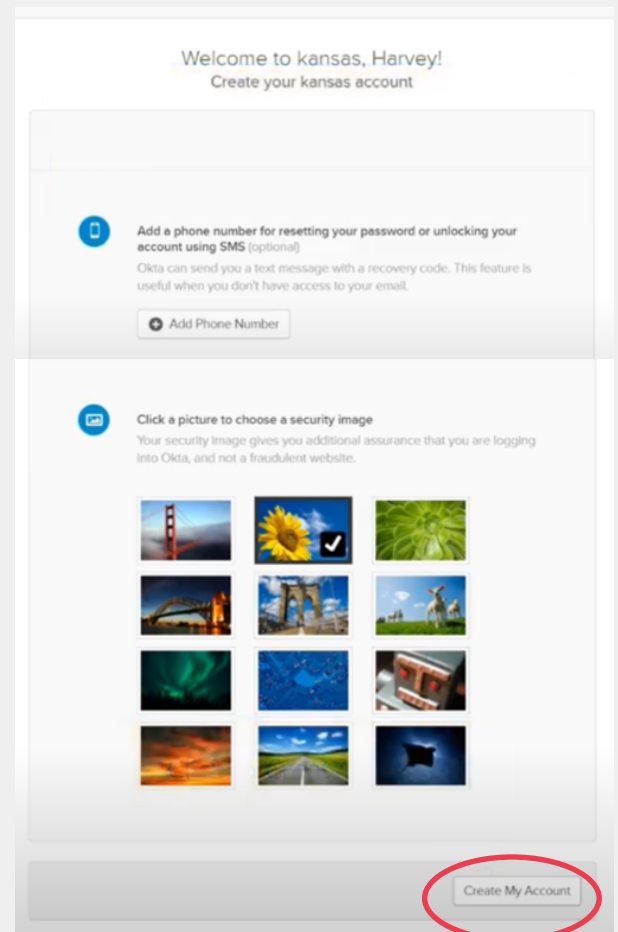
Enrolled factors

- SMS Authentication ✓
- Voice Call Authentication ✓

Additional optional factors

- Email Authentication
Enter a verification code sent to your email.
[Setup](#)

Finish



Welcome to kansas, Harvey!

Create your kansas account

Add a phone number for resetting your password or unlocking your account using SMS (optional)

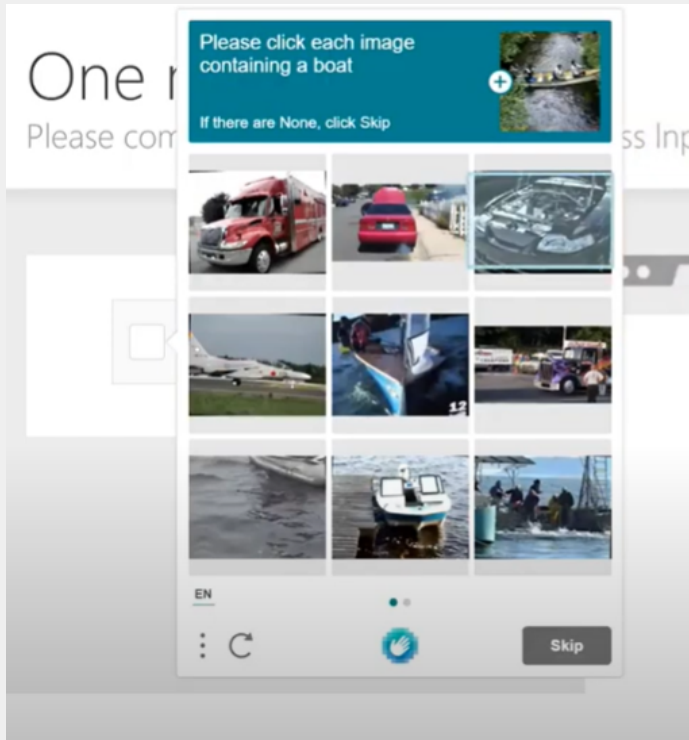
Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.

[Add Phone Number](#)

Click a picture to choose a security image

Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.

Create My Account



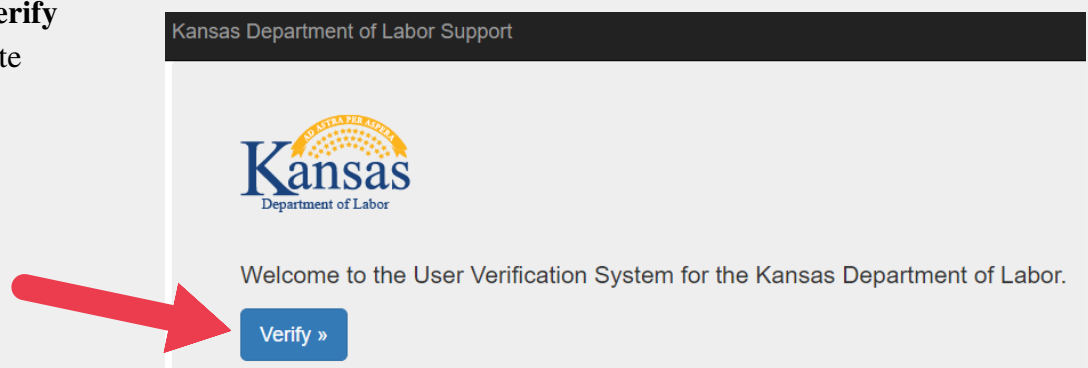
Complete Captcha

In order to verify a software robot is not completing this process, please select **I am human**. Complete the Captcha by selecting all appropriate images.

5 Identity Verification

After setting up MFA, you may be prompted to complete a brief questionnaire provided by LexisNexis to further verify identity.

- Click the blue **Verify »** button
- Answer the multiple choice questions (questions and answer choices are personalized for the claimant)
- Click the gray **Verify** button to complete



What happens if I fail?

If you fail the questionnaire, please call the KDOL Unemployment Contact Center:

Kansas City: (913) 596-3500

Topeka: (785) 575-1460

Wichita: (316) 383-9947

Toll-Free (800) 292-6333

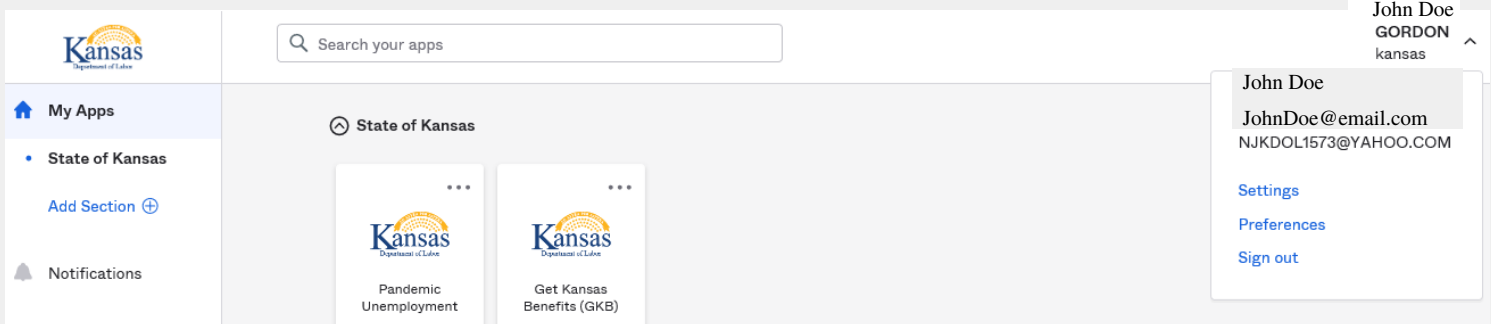
You are now registered!

Claimant Dashboard

With account registration now complete, you will arrive at the dashboard page. This will be your log in page going forward for **Get Kansas Benefits (GKB)** and **Pandemic Unemployment Assistance (PUA)**:

- [GetKansasBenefits.gov](https://www.getkansasbenefits.gov) for all non-PUA claims and
- [PUA.GetKansasBenefits.gov](https://www.pua.getkansasbenefits.gov) for PUA claims only

You may access your KDOL claims through this site.



Self-Service Account Settings

From the dashboard page, you can update your information:

- Click the drop-down menu next to your name
- Select Settings from the menu options

To make any edits, you may be prompted to re-enter your password and MFA code.

From here, you can update:

- Personal Information
- Password
- Password Question
- Security Image
- MFA Configuration
- Display Language

